Dear Auditors,

Recently PRI Registrar has been adding time to all audits with previous NCRs to verify effectiveness after closure. This practice is beyond the industry technical requirements and market expectations. We recognize there are times when additional audit time is necessary and times when additional time may not be needed. To align our policy with the actual requirement and with market expectations, we are proving this clarification on how we will allocate NCR verification time appropriately.

**AS9100, AS9110, AS9120**
AQMS have specific requirements about not taking time away from audit time to verify effectiveness of previous NCRs, however it is permitted to add extra time outside of your 8-hour day to perform this verification. This activity must be clearly reflected in your audit plan. We do not intend for auditors to regularly add time to their full day but in cases where 1-2 NCRs can be verified in a few minutes, it is better for auditor and client to complete these without formally and officially adding another part of a day.

**ISO 9001, ISO 14001, ISO 45001**
ISO 17021 allows more flexibility in allocating audit time to verify effectiveness of previous NCRs by permitted the auditor to add extra time during the 8-hour day to perform this verification. This activity must be clearly reflected in your audit plan. Of course, if the number of NCRs or the impact to the QMS is significant, we must add time so as to not limit our ability to conduct an effective audit by taking time away to do ncr verifications.

This list is applicable for ISO & Aerospace as a guide to determine verification time:
- Up to 2 NCRs - no additional time may be needed
- 3-4 NCRs - .25 day could be needed depending on the NCRs written
- 5-10 NCRs - .5 day could be needed depending on the NCRs written
- 10-15 NCRs - 1 day could be needed depending on the NCRs written
- If more than 15 NCRs, please discuss with office

Auditors can request additional audit time to verify effectiveness with justification (e.g., requires additional verification throughout facility) if additional time is needed at the next audit to verify NCRs. Please include request in the audit report so we can make arrangements with the client.

**Note:** If you are auditing the same process the NCR was written against at the next event or if the next event is a recertification audit, it is assumed no extra time is required since the effectiveness will be determined during the normal course of the audit.